



# City of Annapolis

## Department of Planning & Zoning

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## Historic Preservation Commission

May 23, 2013

The Historic Preservation Commission of the City of Annapolis held its administrative meeting on May 23, 2013 in the City Council Chambers. **Chair** Kennedy called the meeting to order at 7:30p.m.

**Commissioners Present:** **Chair** Kennedy, **Vice Chair** Leahy, Finch, Kabriel, Toews

**Commissioners Absent:** Jones, Zeno

**Staff Present:** Craig-Historic Preservation Officer, Broadbent, Biba

**Chair** Kennedy introduced the commissioners and staff. She stated the Commission's purpose pursuant to the Authority of Article 66B, Section 8.01-8.17 of the Annotated Code of Maryland and administered the oath en masse to all persons intending to testify at the hearing.

### C. ANNOUNCEMENTS

Ms. Craig announced that the Main Streets Partnership is hosting a Business Legacy Awards ceremony on May 31, 2013, 4:30pm at Calvert House to recognize a number of businesses and institutions for their contributions to the downtown historic district as well as the vitality of the commercial area.

### D. PRE APPLICATION

**Chair** Kennedy reminded those present that this is an informal discussion and held as a courtesy to the applicants to determine feasibility as well as to address any other issues of concern that may arise at the hearing. This review does not constitute an approval and nothing discussed in this session will be binding on the commissioners or applicants.

#### 1. 60 Cornhill Street – Liam O'Merara – Tree removal, curb-cut & courtyard reconstruction.

Mr. Liam O'Merara acknowledged that this is a pre-application and nothing said at this meeting will constitute an approval. He and his wife purchased the house in 2009 and did some substantial repairs. He purchased the house mainly for the beautiful courtyard and large surrounding trees. Since the purchase, it was determined that the trees have become hazardous to the structure of the house prompting him to consider mitigation options to address these concerns. He consulted several arborists to review the current conditions and make recommendations. The arborist recommended removing the two large trees because of the fall hazard and reported that one of the tree roots has infiltrated the house foundation. Since there would be work on the house; he decided to reconfigure the space to include a curb cut. The HPC and applicant discussed various components of the proposed project.

**Chair** Kennedy **summarized** that the overall guidance is that the applicant should provide additional information on the tree removal for the record. The applicant should also provide a full site plan showing the tree mitigation plan to include the materials; replanting of landscape, hardscape, and screening if the curb cut is approved; an inventory of parking spaces within a half block area; DPW should approve the curb cut; and critical area calculations must be provided for P&Z review.

- 2. 109 Main Street** – Jack Steffey/The Steffey Group – Construct new opening in front façade.  
(WITHDRAWN)
- 3. 110 Compromise Street** – Todd Roberts/Bignell Watkins Hasser Architects - Demolition/new construction.

Mr. Roberts acknowledged that this is a pre-application and nothing said at this meeting constitutes an approval. He provided background on the project indicating his involvement with the Fawcett's property to do a remodeling of the building. The project has a potential new owner who intends to develop a building that is consistent with the City Dock master plan. He pointed out that the project is still in its earliest stages. He referred to plans and briefly discussed what each page entails specifically pointing out the project will include underground parking. He briefly discussed the project design and the streetscape.

**Chair** Kennedy asked that the applicant address the streetscape and waterscape analysis in context to the building. She also asked for massing studies and a model. **Vice Chair** Leahy asked that the applicant also do a mock up of the massing studies in 3D. **Chair** Kennedy also requested a cultural landscape survey to address the view shed proposed for protection. There was significant discussion between the HPC and the Architects regarding various components of the project.

**Chair** Kennedy summarized that the HPC focused mainly on the additional information to be provided in a sequence of pre-applications. The applicant should provide the following:

1. An analysis relating to compliance of the demolition of the building relating to guidelines D.1, D.2 and D.3;
2. Boards/samples of materials and a materials study of the context looking from Compromise from Main Street to AYC to existing materials;
3. A topography study as needed to understand grade;
4. Massing studies and models to understand the relationship of existing and proposed;
5. Both streetscape and waterscape analysis including heights, setbacks, size of sidewalks and promenades, etc;
6. Traffic studies relating to entrances and exits as needed;
7. Archaeology plans to do exploration and any necessary mitigation on the site;
8. Cultural landscape assessment to focus on historical research of the subject property specifically focusing on the impacts on the view shed and how mitigation will be addressed;
9. Any kind of critical area calculations for Planning and Zoning review;
10. Some kind of programming of the wall to include interpretive art to show how that wall will interact with the streetscape;
11. A narrative to detail how this project will meet the guidelines.

## **F. ADMINISTRATIVE BUSINESS**

### **1. Revision to historic district banner map**

**Chair** Kennedy discussed the changes made to the 2011 historic district map that shows 15 banners locations. She pointed out that there were sites that never included banners and identified these locations on the map. These locations include two banners at Prince George Street, one at College Avenue, one at Maryland Avenue, and one at Northwest Street. There are currently no banners on Church Circle. Overall, there are twelve banners to be removed and 35 new banner locations are proposed. She asked the HPC to review the map for discussion at the June 11, 2013 meeting.

The HPC amended its administrative approval procedures for banners to give authority to staff for the placement of banners on the light standards in specific locations.

**Vice Chair** Leahy moved to amend the administrative banners guidelines. The motion was seconded and passed unanimously in a vote of 5-0.

**2. Monthly Report from the Historic Preservation Division**

**Chair** Kennedy thanked Ms. Craig for providing a written copy of the HPD report. Ms. Craig reminded the HPC that 89% of the projects reviewed are administratively approved and the City does currently charge for administrative approvals.

Ms. Craig provided the HPC with an update on 2 Maryland Avenue noting that the Court date was May 7, 2013.

**3. Review and adoption of amended Rules of Procedure related to economic hardship**

**Chair** Kennedy referred to the Rules of Procedures and Evidentiary Criteria documents provided by staff for review. She indicated that the Law Office properly vetted the changes to the Rules of Procedures specifically relating to economic hardship. Ms. Craig offered some additional clarification on Section 3.11.

**Vice Chair** Leahy moved to adopt the Rules of Procedures as amended. The motion was seconded and passed unanimously in a vote of 5-0.

**Chair** Kennedy noted that the HPC's counsel would like the evidentiary criteria to go through the public hearing process so voting on them will be delayed until such time. The HPC agreed to place the evidentiary criteria on its June 11, 2013 agenda for a public hearing.

**J. ADJOURNMENT**

With there being no further business, **Vice Chair** Leahy moved to adjourn the meeting at 9:53pm. The motion was seconded the motion. The motion passed unanimously in a vote of 5-0.

Tami Hook, Recorder